Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**SMT. LAXMIBAI RADHAKISAN TOSHNIWAL COMMERCE COLLEGE, AKOLA**
Name of the head of the Institution	**Dr. Shriprabhu Gulabrao Chapke**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**07242400197**
Mobile no.	**7218745555**
Registered Email	**lrtcc@rediffmail.com**
Alternate Email	**lrt206@sgbau.ac.in**
Address	**Ratanlal Plot**
City/Town	**Akola**
State/UT	**Maharashtra**
Pincode	**444001**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. Yogesh K. Agrawal**
Phone no/Alternate Phone no.	**07242457224**
Mobile no.	**9881063987**
Registered Email	**lrtcc@rediffmail.com**
Alternate Email	**profyogesh@rediffmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.smtlrtcc.org/docs/AQAR-2017-18.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.smtlrtcc.org/academic-calender.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
3	**A**	**3.03**	**2016**	**29-Mar-2016**	**29-Mar-2021**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**18-Apr-2006**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Organised a Week Workshop	**22-Apr-2019**	**24**

on Research Workshop for teachers of the college	07	
ONE DAY NATIONAL CONFERENCE ON NEW METHODOLOGY OF NAAC ASSESSMENT TO NURTURE QUALITY ENHANCEMENT IN HIGHER EDUCATIONAL INSTITUTIONS	29-Sep-2018 01	149
A One Day Interdisciplinary National Level Conference on Impact of Demonetization And GST On Various Sectors of Indian Economy	12-Jan-2019 01	71
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Commerce	GOI	Government of India	2018 180	1926093
Commerce	EBC	Government of Maharashtra	2018 180	16600
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	9
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	[View File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
12. Significant contributions made by IQAC during the current year(maximum five bullets)	

1) Institutional data submitted to AISHE 2) Institutional data submitted to NIRF 3) Organised A Week Workshop on Research Methodology for teachers of Institution. From 22nd April,2019 to 27th April, 2019. 4) Two new courses introduced for the students namely: Soft Skill Training Programme on ADICT (Adding Dimensions and Introducing Career Techniques) and Web Designing By Using PHP. 5) Seven Quality Circles of the college reconstituted. 6) LCD projector installed in each class room, seminar hall and Principal's office. 7) Activated seven quality circles of the institution to function as per guidelines provided by NAAC. 8) Organized periodic meetings with teachers, administrative staff, alumni and management representative for the smooth working of the institution. 9) Discussed regarding the proposal grants received under CPE scheme and identified the capital assets to be purchased from nonrecurring and recurring grants sanctioned under CPE Scheme. 10) Explained in detailed the norms to the staff members, of semester pattern introduced by the university for the academic session 201919. 11) Reviewed the new guidelines issued by NAAC regarding Accreditation and Reaccreditation Process and framed future strategies for the institution accordingly. 12) Prepared AQAR and got it approved by management body and submitted to NAAC. 13) Encouraged teachers for writing research papers, to submit minor major research projects, publishing books and to attend conferences and seminars.

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
To activate seven quality circles of the college in order to enhance quality in each activity of the institution as per NAAC parameters.	All the seven quality circles of the institution organised various activities as per NAAC parameters for enhancing and sustaining the quality in higher education.
To felicitate students and staff of the institution for their achievements.	Students and staff of the institution were felicitated in felicitation programme for their outstanding performance throughout the year.
To promote research activities among teaching staff members.	Teachers were encouraged to write research paper for peer reviewed journals and conference proceedings. Duty leave granted to teachers to attend nation and international conferences and seminars.
To arrange for placement activities though industrial linkage and placement cell.	Placement activities for students were arranged through industrial linkage and placement cell.
To form language board of English, Hindi and Marathi for promoting communication and writing skills among students and staff.	English, Hindi and Marathi board formed in the institution. Various activities related to development of communication and writing skills among students and staff were organised.
To form various committees for the smooth working of the institution.	Different committees were formed for the smooth working of the institution.

	Teachers and administrative head of the institution are the Co-dinators and members of all the committees.
To prepare budgets of various departments.	Budgets of all the departments prepared and got it approved in the 'College Development Committee' meeting.
To organise National Level Confercence on National Level Conference on Impact of Demonetization And GST On Various Sectors of Indian Economy	Organised A One Day National Level Conference on Impact of Demonetization And GST On Various Sectors of Indian Economy (In Collaboration with Bank of Maharashtra) on 12th Jan., 2019. No of Participants were 71.
To organise National Level Conference on New Methodology of NAAC	Organised One Day National Conference on, "New Methodology of NAAC Assessment to Nurture Quality Enhancement In Higher Educational Institutions" on Saturday, 29th Sep., 2018. No. of Participants was 149.
To Conduct Induction Program for B.Com. I Year Students	Induction Program for B.Com. I year students was successfully organized on Monday, 06th July, 2018 in the auditorium hall of the college by 'Student Support and Progress Quality Circle'.
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14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
IQAC	**28-Feb-2020**

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**No**

16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2020**
Date of Submission	**28-Feb-2020**
17. Does the Institution have Management Information System ?	**No**

<div align="center">Part B</div>

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

We are having timetable committee for preparing time table. We are having academic calendar committee for preparing academic calendar. The IQAC prepares action plan. The teaching learning and evaluation committee collects lesson plan from teachers and evaluating curriculum implementation. Heads of the Department are appointed and are supervising the teachers and for evaluation of their academic diaries in which various aspects of curriculum are recorded. In academic dairy result and performance of students is recorded by the individual teachers. Time table is prepared well in advance at the beginning of the new academic year. Separate computer practical time table is prepared. Separate time table is prepared for the non grant section. Lesson plan is prepared for each and every subject as per syllabus prescribed by the university and curriculum is delivered accordingly. Group discussion, class test, for every subject is taken as per the schedule framed well in advance. Term end exam is conducted before the university final exam and students gain immense confidence due to this venture of the college. Curriculum is implemented with the help of ICT Tools. In this regard, LCD Projectors are installed in each and every class room. Two computers lab along with seminar hall is well equipped for audio-video lectures. Time table is prepared by the time table committee and duly certified by the head of the institute. Lesson plan is prepared by the teachers and are submitted to the Teaching, Learning, and evaluation quality circle. Reports are prepared by internal marks coordination committee and time table committee and submitted to the IQAC of the institute. Academic calendar and plan of action is prepared in advance and duly certified by the head of institute.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
ADDING DIMENSIONS AND INTRODUCING CAREER TECHNIQUES		17/07/2018	90	Yes	Yes
WordPress, Bootstrap, CSS		03/10/2018	60	Yes	Yes

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BCom	Commerce	01/06/2018
MCom	Commerce	01/06/2018

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	109	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Adding Dimensions to Career Techniques	23/09/2018	70
Wordpress and Bootstrap CSS	03/10/2019	45
Bridge course	01/08/2019	48
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCom	Industrial Visit and Preparation of Project	40
MCom	Industrial Visit and Preparation of Project	40
MCM	Industrial Visit and Preparation of Project	30
PG Diploma	Industrial Visit and Preparation of Project	20
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
Curriculum Aspects quality circle and student teacher feedback committee is formed by the institution for obtaining feedback from students and Employees Alumni Association and parent teacher Interaction committee is formed to collect information from alumni and parents. 1. Students Teacher Feedback :- A Feedback collected from students regarding teaching, subject knowledge and overall aptitude of the Teacher. In the regard a well designed questionnaire is prepared. At the end of the session, student's teacher committee feedback committee 20 feedbacks for every teacher and then it are analysed. The teachers are duly informed by the Principal with Suggestions for any improvement. 2. Feedback from Employees and Academician are collected from the employees regarding curriculum development. Feedback is obtained every year at the end of

the academic year and duly analysed. A well designed questionnaire is prepared in this regard. 3. Feedback from:- Oral Feedback is obtained from alumni and parents by alumni association and parents. Teacher interaction committee. 4. Utilisation of feedback for overall development :- Regarding Teacher feedback from students, the principal communication to the teacher regarding any improvement from time to time. Regarding alumni, Employer and Parents feedback, it is communicated to Board of Studies of SGBAU, for the enrichments o the curriculum.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	Commerce	640	766	766
MCom	Commerce	176	193	193
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	2081	363	15	4	19

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
19	19	0	17	17	0
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Yes LRT also offers a very efficient and effective mentoring system through which ---- students are mentored by one faculty from the beginning of the program. In this system class teachers are appointed as mentors. Each class teacher mentored their mentees, by counselling, and guiding them and making efforts to improve their academic, as well as non-academic performance. Further mentors also guide them with their studies and extra-curricular activities. They also ensure that the students adapt to the dynamic learning environment and lead their ways into highly successful careers. They also act as guides to the students during their projects. Mentors perform the function like coordinating with mentees parents about their progress, keeping the performance track record, counselling mentees at the time when they are facing some difficulties, helping in the areas of their career interest.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio

2444	19	1:129

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
27	19	8	1	17

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Dr. Varsha S. Sukhadeve	Associate Professor	Elected as Executive Member at All India Accounting Association Body
2018	Dr. Yogesh K. Agrawal	Assistant Professor	Elected as Vice President Training on the body of JCI AKola City
2018	Dr. Yogesh K. Agrawal	Assistant Professor	Appointed as Member of Board of Studies in Accounts and Statistics Board of SGB Amravati University, Amravati
2018	Dr. Mahesh C.Dabre	Associate Professor	Appointed as Member of Board of Studies in Commerce Board of SGB Amravati University, Amravati
2018	Dr.D.V. Ingle	Associate Professor	Appointed as Member of Board of Studies in Accounts and Statistics Board of SGB Amravati University, Amravati
2018	Dr. J.M. Kale	Associate Professor	Appointed as Member of Board of Studies in Economics Board of SGB Amravati University, Amravati
2019	Dr. S.G. Chapke	Principal	Elected as Academic Council Member at SGB Amravati University Amravati

| 2019 | Dr. T. G. Mirge | Associate Professor | Appointed as Member of Board of Studies in Commerce Board of SGB Amravati University, Amravati |
| 2019 | Dr. Vandana K. Mishra | Associate Professor | Appointed as Member of Board of Studies in Economics Board of SGB Amravati University, Amravati |

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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	0000	I	12/12/2018	23/01/2019
BCom	0000	II	04/06/2019	05/08/2019
BCom	0000	III	12/12/2018	25/02/2019
BCom	0000	IV	06/05/2019	03/08/2019
MCom	0000	I	12/12/2018	01/02/2019
MCom	0000	II	13/04/2019	05/06/2019
MCom	0000	III	12/12/2018	01/02/2019
MCom	0000	IV	14/04/2019	07/06/2019
BCom	0000	Final	04/05/2019	06/07/2019
MCM	0000	I	12/12/2018	10/01/2019

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The institute has taken efforts by framing the following significant reforms that are initiated on Continuous Internal Evaluation(CIE) system at the institutional level to develop the performance of students: 1) Remedial classes are taken for the students by conducting tutorial classes to clarify doubts and solve previous year exam papers. 2) Unit test and term end exams are conducted prior to university exam. 3) The institute regularly conducts, short term courses, personality development programs, seminars and guest lectures to improve the employability skills. 4) To improve the academic and non academic performance of the students' effective mentoring system is adapted. 5) MPSC/UPSC and NET / SET Coaching classes are conducted to help the students in their areas of their career interest. 6) Under CPE status various programs and short term courses such as Adding Dimensions and Introducing Career Techniques (ADICT) and word Press, Boot Strap CSS are conducted to improve the professional and employability skills of the students. 7) To enhance students' communication skill English Language Lab is established where short term courses are taken to improve their communication and language skills.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

> The institute adheres to the academic calendar by preparing the academic calendar as per the norms set up by Sant Gadge Baba Amravati University before the commencement of each academic year. For the smooth functioning of department wise activity of the college every year the academic calendar for the college is prepared by the time table committee. It comprises of the dates such as schedule of admission process, the yearly schedule of the list of public holidays and jayanti and punnytithi schedule declared by the university, it also provides the important information about the tentative date of commencement of classes, examination dates, extra co-curricular activities dates , semester based and annual based examinations dates etc Further an annual action plan providing important information about the tentative dates to organize felicitation programme for students, to send annual quality assurance report to NAAC, to prepare department reports and quality circle reports for the academic year, IQAC Meeting, university examinations and paper valuation, university computer practical exams, commencement of teaching, CDC and School Committee Meeting, to organize faculty development training programme, to publish college prospectus, college social and other cultural programmes, college sports etc are prepared.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

http://www.smtlrtcc.org/docs/2.6.1_Programe_Outcome.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
000	BCom	Commerce	682	539	79.03
000	MCom	Commerce	153	129	84
000	MCM	Computer Management	27	23	85.19
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

http://www.smtlrtcc.org

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	00	nil	0	0
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Nil	Nil	31/12/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	Nil	Nil	31/12/2019	Nil

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Smt.L.R.T. College of Commerce, Akola	Career Oriented Department	Career Oriented Department	Event Management	To provide various services to organizing various events	01/01/2019

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Department of Management Studies and Research	8

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Commerce	37	3

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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Commerce	22

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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation

Nil	Nil	Nil	2019	0	Nil	0
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	Nil	Nil	2019	0	0	Nil
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	10	19	0	0
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
World No Tobacco Day Rally	NCC College Unit	2	25
World Environment Day	NCC College Unit	2	20
International Yoga Day	NCC and NSS College Unit	5	105
Drug Abuse and Illegal Trafficking	NCC College Unit	2	25
Kranti Din Rally	NCC College Unit	2	35
Tree Plantation	NCC and NSS College Unit	5	70
Eye Donation Rally	Rotary Club, Akola	4	50
Clean India Campaign	NCC and NSS College Unit	4	70
Blood Donation Camp	NCC and NSS College Unit	8	65
Aids Awareness Rally	NCC and NSS College Unit	6	35
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Overall Excellent performance of CATC	Silver Medal	NCC	1

(104) at PDKV, Akola during 20 June 2018 to 29 June 2018.				
Senior Volleyboll Competition of CATC (104) at PDKV, Akola during 20 June 2018 to 29 June 2018	Gold Medal	NCC	1
Excellent performance of Advance Mountaineering Courses at Manali during 29 June 2018 to 26 July 2018.	Badge	NCC	1
Judging Distance Field Signal of CATC/GTC-II (TSC-107) Camp at Amravati during 28 July 2018 to 06 August 2018.	Silver Medal	NCC	1
Completed NCC refresher course OTA Kamptee during 1 March 2019 to 30 March 2019	Caption	NCC	1
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Swaccha Bharat Internship	NCC and NSS College Unit	Swaccha Bharat Abhiyan	2	20
Road Security Drive	NCC and NSS College Unit	Rally	5	40
Pulse Polio Drive	NCC and NSS College Unit	Polio Dose Given	5	60
Time Management	NCC and NSS College Unit	Guest Lecture	2	50
Digital Literacy	NCC and NSS College Unit	Guest Lecture	2	120
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Organised One Day	149	Self and Delegation	01

National Conference on, "New Methodology of NAAC Assessment to Nurture Quality Enhancement In Higher Educational Institutions" on Saturday, 29th Sep., 2018.		Fees	
Organised A One Day National Level Conference on Impact of Demonetization And GST On Various Sectors of Indian Economy (In Collaboration with Bank of Maharashtra) on 12th Jan., 2019.	71	Self and Delegation Fees	01
Soft Skill Training Adding Dimensions to Career Techniques	80	CPE	45
Organised A Week Workshop on Research Methodology from 22nd April,2019 to 27th April,2019	24	CPE	01
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Nil	Nil	Nil	31/12/2019	31/12/2019	00
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
JCI Akola City	01/01/2018	Soft Skill Training and Social Activities	100

Maharashtra Center For Entrepreneurship Development	11/03/2019	Entrepreneurship Development	40

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1000000	1024000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing

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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Soul	Partially	2.0	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Journals	47	0	47	0	94	0
CD & Video	35	0	0	0	35	0
Reference Books	18000	0	0	0	18000	0

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content

Dr. Swati Damodhare	Poems	You Tube	31/12/2019

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	97	3	2	0	0	9	18	2	19
Added	45	0	2	0	0	1	10	0	4
Total	142	3	4	0	0	10	28	2	23

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

1.5 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	http://www.smtlrtcc.org

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
2	23165	2	95771

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Provision made in budget for maintenance of building ,equipment,classroom and other physical and infrastructure facilities. In this academic year, college has purchased 45 Computers for the development of Commerce and Language Lab.All the classrooms are well colored as well as 300 benches with chairs are added.Geneator facility is also bought. SPSS and other software are added for Commerce Lab.Similarly, all the classrooms are facilitated by LCD Projectors with Screens.In regards of Premises of college, concrete road is also constructed. Besides these developmental activities, Library is well equipped by coputers, new books , National international Level journals.

http://www.smtlrtcc.org/docs/4.4.2_Procedure_and_Policies.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	00000	0	0

Financial Support from Other Sources			
a) National	GOI and EBC	1168	1942693
b)International	00	0	0
[View File](#)			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Equal Opportunity Cell	03/03/2019	50	College Level
WordPress, Bootstrap, CSS	03/10/2018	45	UGC CPE Grant
Coaching Classes for Entry in MPSC/UPSC/Banking Exams	25/03/2019	50	College Level
Coaching Classes for UGC NET/ SET	25/03/2019	30	College Level
Remedial Coaching Classes in Accounting	25/03/2019	80	College Level
Soft Skill Development(ADDING DIMENSIONS AND INTRODUCING CAREER TECHNIQUES)	17/07/2018	70	UGC CPE Grant
Bridge Course	01/08/2018	48	College Level
Communication Skill Development	01/08/2018	48	College Level
Personal Counselling and Mentoring	01/07/2018	500	College Level
Yoga and Meditation	21/06/2018	140	NSS College Unit
[View File](#)			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2018	Career Guidance	60	100	20	18
[View File](#)					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
02	157	38	07	123	23

View File

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	20	B.Com.	Commerce	At Various Colleges	Other Private Courses
2019	30	B.Com.	Commerce	At Various Colleges	MBA
2019	100	B.Com.	Commerce	Shir NG Law College, Akola	LLB
2019	300	B.Com.	Commerce	Smt. L.R.T. College of Commerce Akola	M.Com., MCM and Management Courses

View File

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	3

View File

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Sports	University Level	120
Youth Festival	University Level	17

View File

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student

| 2019 | Colour Coat | National | 6 | 0 | 00 | 6 Students |

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

As per guidelines of SGBA University Amravati University representative election were with held , Hence UR was not elected in the academic session , but students are given representation in academic and administrative committees. Which includes Editorial Board ,of English, Hindi and Marathi languages ,NSS,NCC, IQAC, Cultural Committee and for organising Conference.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

In the meeting body of the alumni association has been formed . Hon. Executive member of BGE society Shri . Vijaykumarji Panpaliya has been selected the President of alumni association, Adv. Mahendra Sahu has been selected the secretary, Adv. Harnarayan lahoti has been selected as a Treasurer , Shri. Anilkumar Tapdiyaji , Shri .Jayprakash Chandak , Prof. L.R. Sharma, Shri. Raman Heda , Adv. Devandra Agrawal , Smita Choudhary and Mrs. Seema Shete have been selected as members of Alumni association

5.4.2 – No. of enrolled Alumni:

172

5.4.3 – Alumni contribution during the year (in Rupees) :

5000

5.4.4 – Meetings/activities organized by Alumni Association :

Four meetings of Alumni Association is organised in the academic year 2018-19. The main agenda of the meetings was to register the alumni association and to plan for get-together. Accordingly the association was registered and get-together was organised.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The management and Principal of the institution encourage the participation of the staff in the process decision-making in institutional functioning. Both teacher and non-teaching staff have their representatives in the college and society managing committee, which is its highest decision making body. Near about all the activities of the institution is carried out through the practices of decentralization and participative management. The main two activities are highlighted below: I Activity: Organisation of Two National Level Conferences. Two nation level conference were organised in the academic year 2018-19 namely: 1) One Day National Level Conference on New Methodology of NAAC Assessment to Nurture quality Enhancement In Higher Educational Institutions on Saturday, 29th September, 2018. 2) A One Day National Level Conference on Impact of Demonetization And GST on Various Sectors of Indian Economy on Saturday 12th Jan.,2019. For the success full organisation the following committees were formed: Editorial Board Dr. G.G. Gondane Dr. A.S. Ninawe Dr. J.M. Kale Dr. A.L. Raman Dr. J.H. Lahoti Dr. Y. K. Agrawal

Registration and Certificate Distribution Committee Dr.D.V. Ingle Dr. V.K. Mishra Dr. N.M. Gutte Mr. P.S. Rathi Mr. P.S.Gawai Conference Correspondence Canvassing Committee Dr. T.G. Mirge Dr. M.C. Dabre Dr.A.M.Tirkar Travelling Lodging Committee Dr. J.M. Kale DR.T.G. Mirge Mr. R.L. Yeul Mr. S.S. Tiwari Proceedings Conduction Committee Dr. A.S. Ninawe Dr.A.L. Raman Dr. V.S. Sukhadeve Dr. M.C. Dabre Dr. J.H. Lahoti Dr. S.D. Damodhare Ms. S.S. Biyani Stage Arrangement Decoration Committee Dr.J.H. Lahoti Dr. J.R. Maheshwari Dr. K.S. Boke Ms. D.K. Saoji Ms .A.B. Pilatre Printing, Publication and Certificate Distribution Committee Dr. A.L. Raman Dr. S.D. Damodhare Dr.H.B. Badwaik Dr. N.N. Chotiya Dr. N.M. Gutte Shri R.D.Kshirsagar Conference Material Purchasing Committee Shri A.L. Kale Dr. J.M. Kale Shri S.N. Paldiwal Catering Committee Shri A.L. Kale Dr. J.M. Kale Shri A.N. Paldiwal Press Conference Committee Dr.G.G. Gondane Ms. N.S. Panchgam Mr. S.G. Dubey All the members of the institution were given fixed responsibility along with authority. With the help of all the teaching and non-teaching staff the above mentioned two conferences were organised successfully. II Activity: Felicitation of Students, Teaching and Non-Teaching Staff: The college organizes a felicitation programme every year to boost the enthusiasm of the students who participate in different activities and bag various prizes and certificates, and also for the students who secure top positions / ranking in the university merit list. The members of the teaching and non teaching staff are also felicitated for their outstanding performances in various fields like writing books, getting appointed as Ph.D. guide of the university, getting Minor / Major Research Project approved or for receiving the Ph.D. degree and other social or cultural achievements. The felicitation programme is organised collectively by all the teaching staff members with the help of students every year.

6.1.2 – Does the institution have a Management Information System (MIS)?
Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	Curriculum Development Quality Circle is formed by IQAC of the college. Two New certificate courses introduced in the academic year namely Skill development courses ADICT and PYTHON SQL. Six faculty members of the institutions are appointed on the Board of Studies at S.G.B. Amravati University, Amravati. Two faculty members are nominates at 48(3) committee of S.G.B. Amravati university, Amravati. 5) Feedbacks regarding curriculum development collected for the teachers and forward to university trough BOS members.
Teaching and Learning	All the teachers of the institution are teaching trough LCD Projector in the class rooms. 2) Power point presentation of each UG and PG subject is prepared by the teachers. Academic Dairy is prepared by the teacher. Teaching plan for each and every subject of is designed and was

	communicated to teachers. Time Table for class test and term end examination prepared.
Examination and Evaluation	Regular class test taken. Group discussion and presentation of the students taken for the entire subject to which it is applicable. Two term end examination are taken before university final examinations. Semester pattern is introduced for B.Com. III year students. Internal marks of each subjects timely submitted to university. Computer practical examination conducted and practical marks of the students were submitted to university with time limit.
Research and Development	Almost all the faculty members participated in National and International journals. Two National level conferences were organised by the institution for promoting research works. Conference research papers were published in an international peer reviewed journal. Teachers participated in Orientation and Refresher Courses. Research papers were published by the faculty members in various peer reviewed and UGC listed journal. Various soft skill training workshops were taken under the aegis of NSS , NCC and soft skill training workshop ADICT.
Library, ICT and Physical Infrastructure / Instrumentation	Nearly 10,24,000 rupees spent for the development of infrastructure, One main library and three departmental library are there in the college. Every year new books are purchased in consultation with library . Various researcher journals and newspapers are subscribed for college library. Two computer labs are there for the computer practical One language lab is established and language skill development was undertaken Office is automated and computer and other ICT devices are used in day to day working.
Human Resource Management	Permanent posts of Teaching and non-teaching staffs are filled as per guidelines issued by UGC and Government. In the said academic year no permanent posts were filled. Contributory teachers were appointed in place of full time vacant posts. Administrative staffs on daily wages are appointed in place of full time vacant post. Human resource of the institution is generally managed by the

	university, management and principal of the institution.
Industry Interaction / Collaboration	Every year students of MCM department and Department of Management Studies and Research are taken to industrial visit. This helps the students for getting their conceptual clear. Guest lectures of various industrialists are organised every year. Students are send for summer internship MOU is signed with Leben Industry of Akola
Admission of Students	Admission to the students is given on merit basis. A special admission committee is formed including teaching and non-teaching staff of the college. Prospectus of the college is published for the admission of the students. Reservation policy of the government is followed while giving admissions to the students. Fully automated computer software is purchased for smooth functioning of the admission process.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Planning and Development	Planning and development activities are carried out with the help of the portals provided by different authorities.
Administration	All the administration work and other university work is carried out through e-governance.
Finance and Accounts	Tally accounting software is used for book keeping and accountancy and information regarding finance and accounts is provided through various e-governance platforms.
Student Admission and Support	Fully automated computer software is purchased for smooth functioning of the admission process and data is provided to university and other authorities through on line mode.
Examination	Internal assessment marks are submitted through portal provided by universities. Question papers are send by the university though their portal 2 hours before the examination.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial	Name of the professional body for which membership	Amount of support

Year				
2018	00	00	00	0
		support provided	fee is provided	

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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	A One week Training workshop on SPSS	A Week Training Workshop On IT	22/04/2019	27/04/2019	24	35

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
NCC Refresher Course	1	01/03/2019	30/03/2019	30

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Loan is granted through credit co-operative society	Loan is granted through credit co-operative society. Festival advance is granted at the time of Diwali.	Various scholarships are provided to the students.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Institution is hiring the services of Chartered Accountant for internal and external audits regularly. All the financial aspects are first verified by the officer in charge then Principal of the college. Chartered Accountant at the end of the year do the internal and external financial audits at the end of each financial year of every department. After this auditor prepares and submit the audit report. This audit report is then presented in College Development meeting for the approval of management.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the

year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
00	0	00
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6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Self	Yes	Principal of the college
Administrative	Yes	Management of The B.G.E. Society, Akoloa	Yes	President and Secretary of the Society

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Parent provides support by giving valuable feed-back regarding curriculum. Many parents support in Extension activities carried out by NSS and NCC Every year Parent meet is organised in the college and feed-back regarding all the aspects is taken and future plans are discussed with them.

6.5.3 – Development programmes for support staff (at least three)

ICT Training is regularly given to support staff for smooth working of the organisation. Value based guest lectures are organised for support staff Festival advance is provided to them during diwali. College Credit Co-operative society provides loan to support for at concessional interest rate.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. All the seven quality circles of the institution organised various activities as per NAAC parameters for enhancing and sustaining the quality in higher education. 2. Additional computers were purchased for strengthening the ICT learning resources of the institution. 3. Efforts were made to facilitate effective methods, aids and techniques of teaching/ learning programmes. In this regard all the class rooms are upgraded by installing LCD Projector. 4. Remedial Courses in English and Accountancy were conducted. 5. Green Audit committee is constituted in the institution and green audit is carried out.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Organised	29/09/2018	29/09/2018	29/09/2018	149

| 2019 | Organised A One Day National Level Conference on Impact of Demonetizati on And GST On Various Sectors of Indian Economy (In Collaboratio n with Bank of Maharashtra) | 12/01/2019 | 12/01/2019 | 12/01/2019 | 71 |
| 2019 | Organised A Week Workshop on Research Methodology. | 22/04/2019 | 22/04/2019 | 22/04/2019 | 24 |
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(Continued from previous row)

| 2019 | One Day National Conference on, "New Methodology of NAAC Assessment to Nurture Quality Enhancement In Higher Educational Institutions " | | | | |

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Soft Skill Training Workshop (ADICT)	16/08/2018	18/01/2019	40	40
NCC Cadets Participated in "World No Tobacco Day Rally" which is organized by 11	31/05/2018	31/05/2018	25	49

MAH BN NCC Akola				
NCC Cadets Participated in "World Environment Day" which is organized by College Unit.	05/06/2018	05/06/2018	8	12
N.C.C. Cadets participated in International Yoga Day at Dr. P.D.K.V. Akola.	21/06/2018	21/06/2018	23	47
Coaching classes taken for Entry in services taken	28/01/2019	28/02/2019	18	8
Coaching classes taken for Entry in services taken	08/10/2018	17/01/2019	17	9
Short term Communication Skill Course	13/01/2019	24/01/2019	13	11
Kaushalya Vikas Udyojakta workshop was organized.	20/08/2018	20/08/2018	63	46

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
• 'Save Electricity and Generate Electricity' is adopted by the institution. In this regard every staff member is informed to switch off the light and fans when not in used. Students are also informed to switch off class light and fans after the lecture is over. A supervisor is appointed to take care in this regard. • College campus is a no plastic zone. All the plastic wastage is collected in separate dustbin. • Rain water harvesting is done to increase the water level in the college campus and nearby area. • Every year new trees are planted in the college campus to make the environment of the institution eco-friendly. • At present no alternative renewable energy sources are used in the institution. But in future solar panels will be installed with permission of the management.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Scribes for examination	Yes	8
Ramp/Rails	Yes	10
Any other similar facility	Yes	10

7.1.4 – Inclusion and Situatedness

Year	Number of	Number of	Date	Duration	Name of	Issues	Number of

initiatives to address locational advantages and disadvantages	initiatives taken to engage with and contribute to local community			initiative	addressed	participating students and staff
2018	1	1	02/10/2018	07	Cleanliness Drive	How to maintain cleanliness in the village and city.	104

View File

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Handbook for Students	01/08/2018	A handbook for students is prepared for the students of the college and matter of the hand book is published in the college prospectus. Hand book includes bye laws framed by the institution for the students. Beside this information regarding courses offered by the institution, fees structure of various courses offered, list of public holidays by the students is also mentioned.
Hand book for Teacher	01/08/2018	A separate handbook for the teachers is prepared by the Principal and Management of the institution. In this hand book by- laws regarding working of the teachers are mentioned.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
NCC Cadets Participated in "World No Tobacco Day Rally" which is organized by 11 MAH BN NCC Akola	31/05/2018	31/05/2018	74
NCC Cadets Participated in "World Environment Day" which is	05/06/2018	05/06/2018	20

organized by College Unit.			
Yuva Prashikshan Camp	23/07/2018	01/08/2018	1
New India – Young India"Workshop	11/09/2018	13/10/2018	1
NSS Annual Camp	18/12/2018	25/12/2018	37
06th Rashtrasant Tukdoji Maharaj Vichar Sahitya Sammelan"	24/12/2018	25/12/2018	86
Youth Character Building and Personality Development" Workshop	03/01/2019	05/01/2019	1
"9th Bharatiya Chatra Sansad"	18/01/2019	20/01/2019	7

[View File](#)

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1) New Trees are planted ever year in the college campus. 2) More than 40 of students use bicycles or walk to college. 3) Swachh Bharat Abhiyan, Enviroment Day programmes, Shadumati Ganeshmurti Workshop are organized in the college every year. 4) Regular cleaning of the campus and tree plantation has reduced the pollution in the campus area. 5) Illumination and ventilation in the classrooms are adequate considering natural light and air velocity. 6) Plastic free campus. 7) Going towards paperless and reuse of paper methods. 8) Green Landscaping: 9) Various species of plants including herbs, shrubs and big shady trees are there in the college campus. A large verity of birds, butterflies, squirrels, lizards is seen in the campus. 10) The meritorious students and the guests felicitated with saplings instead of flower bouquet, during felicitation programmes. 11) Visit to nearby gardens and sanctuaries are organized for the students to groom the students to groom their knowledge and awareness about Environment and bio-diversity.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

7.2 Best Practices Implemented by the Institutions Activity I : Earn While Learn : Objectives : A) To provide employment to students while learning B) To provide financial support for completing education of economically weaker students The Context : Many students in the organization are taking education. It has been found out that some students are from economically weaker sections and are not eligible for government scholarship. So in order to enable such students to complete their education institution has started 'Earn While Learn' scheme. In this scheme many students have been given part time job in computer lab as lab attendant and in the office for doing clerical work. The Practice : Earn while Learn scheme is started in the college. In this scheme many students have been given part time job in computer lab as lab attendant and in the office for doing clerical work. Many students having skill of photography and rangoli designing are called to take photograph and to design rangoli and in return they are paid. Beside this the students who have completed PG from the institution are given preference for the appointment as Clock Hour Basis Lecturers. The Evidence of Success – Many students have successfully completed

their education with good percentage. Some students got placed in good institutions as they were having job experience. The Problems Encountered: No major problems are encountered in the practice. Activity II: Felicitation Programme : Objectives : The college organizes a grand programme of yearly felicitation of teaching and non- teaching staff members and UG and PG students for their outstanding achievements in that session. The objectives of this practice are as below – a) To encourage the students and staff members achieve great heights in academics. b) To maintain the quality of education and teaching in the college through supporting students and faculty members for continuous progress. The Context and Practice: The students of the college are securing good positions in the merit list since last two decades. To maintain this educational heritage and quality atmosphere the students are felicitated in an annual function every year. The faculty members are always grooming their knowledge and skills for better teaching process. Many members have successfully completed Major Project and Minor Project of UGC. Books have been published by faculty members and they are felicitated for such type of outstanding achievements in an annual felicitation programme to boost their morale. Evidence of Success – The practice has proved to be beneficial as the students continue to maintain their names in University Merit lists and also in Sports, Cultural, N.S.S. and N.C.C. fields. The selection of students of state or national level is increasing per year as the felicitation boosts the moral of students and creates a spirit of competition. The Faculty members also try their best in research, in academic filed, in publishing books and in securing positions in Board of Studies of the University. The felicitation programme plays great role in boosting their moral and providing support to give their best for the college. Problems : No major problems have been encountered till date. Activity II: Felicitation Programme : Objectives : The college organizes a grand programme of yearly felicitation of teaching and non- teaching staff members and UG and PG students for their outstanding achievements in that session. The objectives of this practice are as below – a) To encourage the students and staff members achieve great heights in academics. b) To maintain the quality of education and teaching in the college through supporting students and faculty members for continuous progress. The Context and Practice: The students of the college are securing good positions in the merit list since last two decades. To maintain this educational heritage and quality atmosphere the students are felicitated in an annual function every year. The faculty members are always grooming their knowledge and skills for better teaching process. Many members have successfully completed Major Project and Minor Project of UGC. Books have been published by faculty members and they are felicitated for such type of outstanding achievements in an annual felicitation programme to boost their morale. Evidence of Success – The practice has proved to be beneficial as the students continue to maintain their names in University Merit lists and also in Sports, Cultural, N.S.S. and N.C.C. fields. The selection of students of state or national level is increasing per year as the felicitation boosts the moral of students and creates a spirit of competition. The Faculty members also try their best in research, in academic filed, in publishing books and in securing positions in Board of Studies of the University. The felicitation programme plays great role in boosting their moral and providing support to give their best for the college. Problems : No major problems have been encountered till date.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://www.smtlrtcc.org/docs/7.2_Best_Practises.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Smt. LR.T. College of Commerce is largest single faculty commerce college in western Vidharbha region. It was established in the year 1964 by 'The Berar General Society , Akola" The vision of the college is stated below: Vision "To become one of the best educational institutions in the country by attaining excellence in commerce education." From the vision it is clear that our institution wants to become one of the best educational institutions in the country by attaining excellence in commerce education. In this regard our institution is offering various full time programmes in commerce and management to our students. The detail of which are mentioned here: • Department of Commerce: 1. B.Com., : Bachelor of Commerce 2. M. Com., : Master of Commerce • Dept. of Management Studies and Research: 1. Management Programme 2. M.H.R.D. : Master of Human Resource Development 3. PG. D.B.M. : Post Graduate Diploma in Business Management 4. PG.D.M.M. : Post Graduate Diploma in Marketing Management 5. PG. D.F.M. : Post Graduate Diploma in Financial Management 6. PG. D.TAX. : Post Graduate Diploma in Taxation • Research Programme: 1. M.Phil (Commerce), a Vacation Research Course. 2. Ph.D. (Commerce), a Research Guidance Center. • Dept. of Computer Management and Cyber Commerce: 1. M.C.M.- Master of Computer Management • UGC granted Career Oriented Courses at First Degree Level Certificate / Diploma / Advanced Diploma: 1. Event Management 2. Tourism Management 3. E-Commerce 4. Web Designing and Office Automations • Department of Library and Information Science: 1. B.Lib. Isc.,: Bachelor of Library and Information Science 2. M.Lib.,: Master of Library and Information Science • Department of YCMOU 1. B.Com., : Bachelor of Commerce 2. M. Com., : Master of Commerce 3. M.B.A.: Master of Business Administration 4. B.A.: Bachelor of Arts 5. D.J.: Diploma in Journalism 6. M.J.: Master of Journalism All the above courses are offered by our institution to commerce student under one single roof. This makes us distinctive from other colleges of our region. The result of our institution is very good. Maximum meritorious students of the university are from our institution. In the academic year 2018-19 one student of B.Com., Three students of M.Com., Two students of M.C.M., Seven Students of D.Tax., Four students of D.F.M. and One student of D.M.M. stood in merit list of S.G.B.A.U. Amravati. This is evidence that our institution is working in accordance to the vision.

Provide the weblink of the institution
http://www.smtlrtcc.org/docs/7.3_Institutional_Distinctiveness.pdf

8.Future Plans of Actions for Next Academic Year

1. To upload institutional information on AISHE portal 2. To upload institutional information on NIRF portal 3. To organize A Day Level National Level conference. 4. To introduce English Communication Training Course for students. 5. To introduce bridge course for UG students. 6. To perform academic and green audit of the institution. 7. To organise work-shop for girl students regarding their health amelioration. 8. To prepare budgets of various departments. 9. To form various committees for the smooth working of the institution. 10. To form language board of English, Hindi and Marathi for promoting communication and writing skills among students and staff. 11. To form commerce forum. 12. To arrange for placement activities through industrial linkage and placement cell. 13. To promote research activities among teaching staff members. 14. To felicitate students and staff of the institution for their achievements. 15. To promote cultural and community development activities with the help of NSS and NCC departments of the institution. 16. To publish Annual Vishwadhan Magazine of the college. 17. To purchase additional books and journals for the library of the college. 18. To activate seven quality circles of the college in order to enhance quality in each activity of the institution as per NAAC parameters. 19. To submit AQAR for the academic year 2019-19 to NAAC. 20. To undertake sport coaching of Boxing for girls students under UGC CPE grants. 21.

To undertake enrichment of Teachers Programme 22. To conduct development programmes for support staff 23. To spend CPE Grants received as per prescribed norms. 24. Various skill development courses such as Tally, useful programs on personality development under the aegis of ADICT are proposed to be implemented for the students of college. 25. To take feed-back from students, academicians, management and parents. 26. To update website of the college.